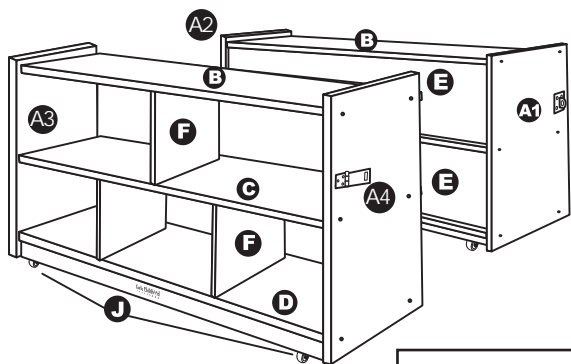


**Medium Fold & Lock Cabinet**

Model#: ELR-0629



**TIP!**  
DO NOT FULLY  
TIGHTEN SCREWS  
UNTIL ALL SCREWS  
HAVE BEEN LOOSELY  
POSITIONED.

**PARTS LIST**

- A1** Left Side Panel-Unit 1 (1)
- A2** Right Side Panel-Unit 1 (1)
- A3** Left Side Panel-Unit 2 (1)
- A4** Right Side Panel-Unit 2 (1)
- B** Top Shelf(2)
- C** Middle Shelf(2)
- D** Bottom Shelf(2)
- E** Back(4)
- F** Divider(6)
- G** Metal Dowel(12)
- H** Hex Head Screws(36)
- I** Hex Key Tool
- J** Wheel Casters(8)-Optional
- K** Caster Screw(32)
- L** Hinge (1)
- M** Post(12)
- N** Post Screw(12)
- O** Cams(12)
- P** Safety Hasp\*\* & 7 Hasp Screws



\*\* For secure locking, a padlock must be purchased (not included).

**NOTE:**

A Phillips Head Screwdriver will be needed for Assembly(not included)



**BEFORE ASSEMBLING,  
MAKE SURE THERE  
ARE NO  
MISSING PARTS.**



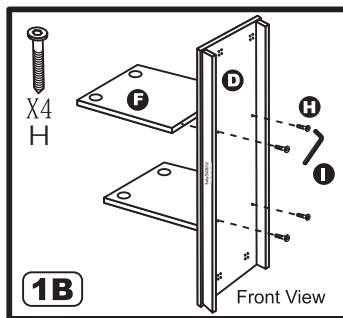
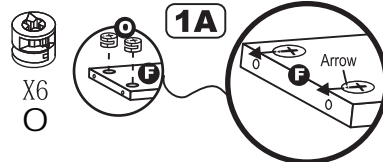
**WARNING:**

- **Adult Assembly Required.** Two adults recommended.
- Contains small parts, sharp points and edges.
- Do not stand, sit, kneel, climb, lean or pull on unit for support.
- Never leave children unattended.
- Do not place unit near high heat or moisture.
- Adult Supervision Recommended.

If you experience any difficulties with this product, please email us at [customerservice@ecr4kids.com](mailto:customerservice@ecr4kids.com) or call toll-free at (888) 227-9028 (Mon. through Fri., 8:00am to 4:00pm Eastern Standard Time)

**Please do not return** to place of purchase as Early Childhood Resources will replace defective part(s) and/or product.

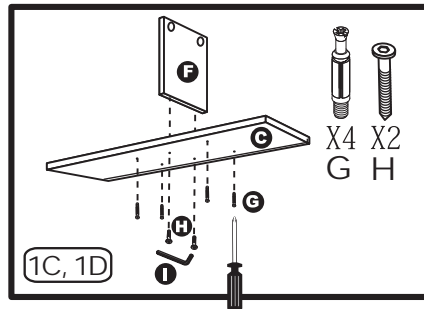
**1** Attach the Dividers to the Bottom and Middle Shelves



1A. Insert 6 Cams(O) into the large holes in 3 Dividers(F). Make sure arrows on Cams(O) point toward holes in closest edge.

1B. Secure 2 Dividers(F) to the Bottom Shelf(D) using 2 Hex Head Screws(H) in each. Tighten with the Hex Key Tool(I).

1C. Insert 4 Metal Dowels(G) into plastic plugs located underneath Middle Shelf(C). Tighten with Phillips Head Screwdriver

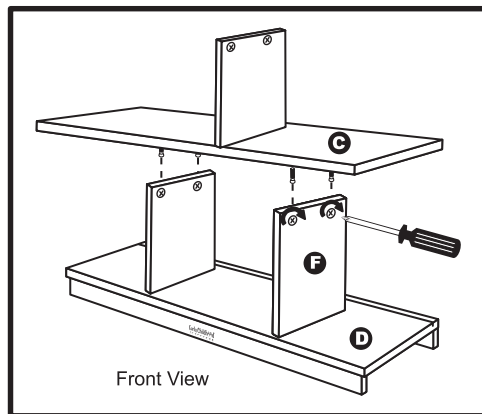


1D. Attach Divider(F) to top of the Middle Shelf(C) using 2 Hex Head Screws(H). Tighten with the Hex Key Tool(I).

**2** Attach the Base to the Middle Shelf

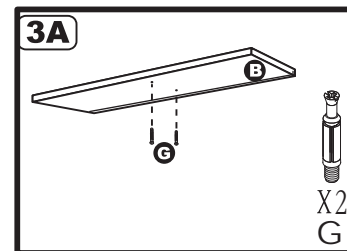
2A. Position Middle Shelf(C) so the attached Metal Dowels(G) enter holes in the Dividers(F) as shown.

2B. Turn Cams(O) with a Phillips Screwdriver until locked onto the Metal Dowels(G).

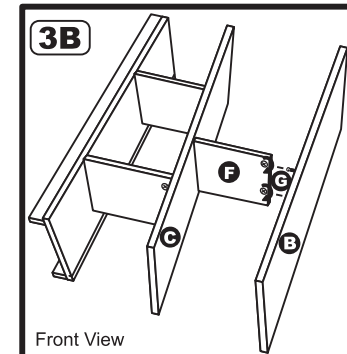


**3** Attach the Top Shelf

3A. Attach 2 Metal Dowels(G) into the plastic plugs located underneath Top Shelf(B). Tighten with a Phillips Screwdriver.



3B. **Two Adults Recommended:** Carefully lay the unit on its back facing upward. Position Top Shelf(B) so the attached Metal Dowels(G) enter the holes in the top of Divider(F) as shown. Turn Cams(O) with a Phillips Screwdriver until locked onto Metal Dowels(G).

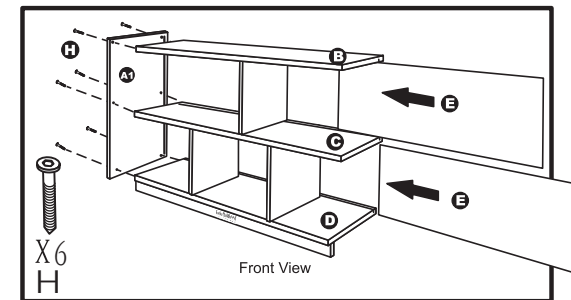


**4** Insert the Backs and Attach the Top Shelf

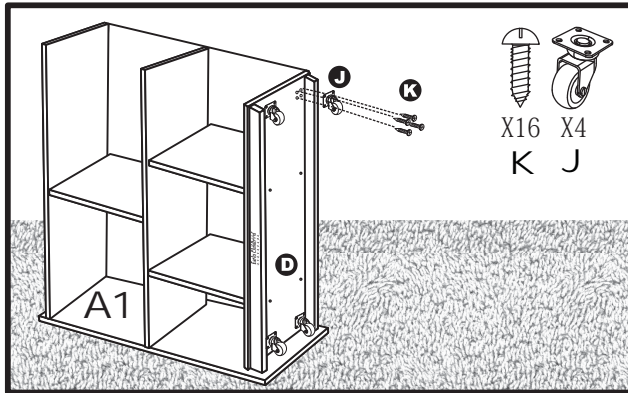
4A. **Two Adults Recommended:** Carefully turn the unit upright. Insert the Back Panels(E) into the grooves between the Top Shelf(B), Middle Shelf(C) and Bottom Shelf(D) until fully inserted into the slot.

4B. Attach Left Side (A1) to the Shelves(B,C,D) using 6 Hex Head Screws(H) as shown. Tighten using the Hex Key Tool(I).

**Important! Make sure holes in Left Side(A1) for Safety Hasp(P) are toward the front edge of the unit.**



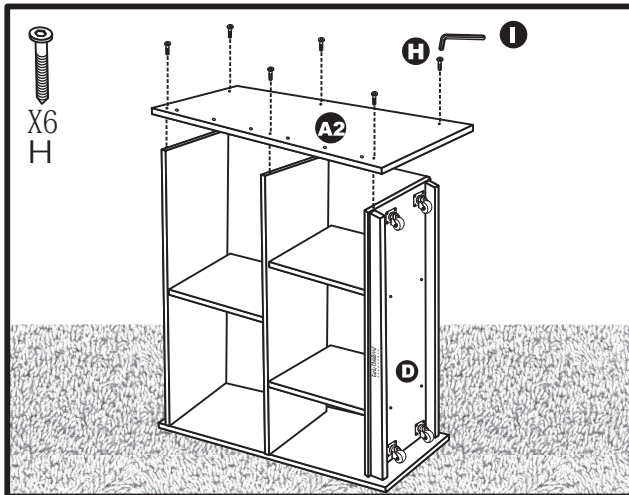
## 5 Attach the Wheel Casters



Front View

5. **Two Adults Suggested:** On a carpet or protected surface, carefully lay unit onto the Left Side(A1). Attach the 4 optional Wheel Casters(J) underneath the Bottom Shelf(D) using 4 Caster Screws(K) for each caster (16 total). Tighten with a Phillips Head Screwdriver.

## 6 Attach the Right Side Panel



Front View

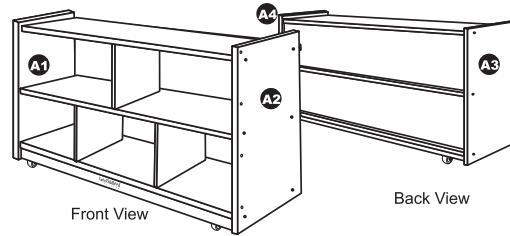
6. With the unit still on its side, attach the Right Side Panel(A2) using 6 Hex Head Screws(H) as shown. Tighten with the Hex Key Tool(I).

**Important!** Make sure holes in Right Side(A2) for Hinge(M) are toward the front edge.

## 7 Assemble the Second Unit

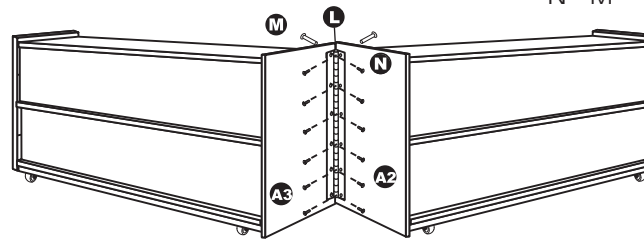
7. Repeat Steps 1-6 to assemble the second unit, substituting parts Left Side Panel(A3) for (A1) and Right Side Panel(A4) for (A2).

**Important!** Make sure holes in Left Side(A3) for Hinge(M) are toward the front edge.



## 8 Attach the Hinge

8. Fasten Hinge(L) to Right Side(A2) of the first unit and Left Side(A3) of the second unit using 8 Posts(M) and 8 Post Screws(N) as shown. Tighten with a Phillips Screwdriver.



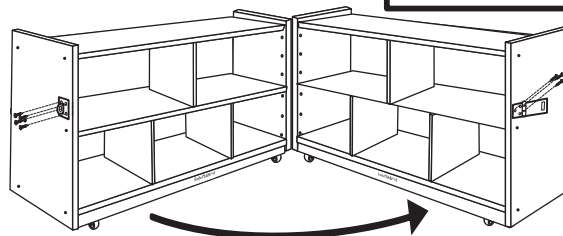
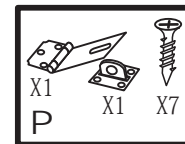
## 9 Attach Hasp and Tighten All Screws

9A. Install the Safety Hasp(P) with hinge barrel to the Side Panels(A1,A4) using the 7 Safety Hasp Screws(P). Tighten with a Phillips Screwdriver.

*Note: Before completely tightening the Hasp Screws(P), Make sure the Hasp lines up and engages properly when the unit is folded and that the hasp folds flat when not in use.*

9B. Fully tighten all screws. Secure the latch with a padlock (not included) if desired.

YOU ARE DONE!



## CAUTION:

- Do not allow children to climb on shelves.
- Do not use as a ladder, seat or cart.

**Early Childhood  
RESOURCES**

We appreciate your purchase of the Medium Fold & Lock Cabinet. Early Childhood Resources has made every effort to supply a quality product, that with proper use and care, will bring you many years of trouble free use!

## Care and Cleaning

Clean wood with a damp cloth or sponge using warm water and mild soap. Wipe dry.

Do not place near heat, moisture or vaporizer which may cause wood to warp and peel.

Check for loose or worn parts periodically and tighten or replace as necessary.



"Early Childhood Resources® guarantees the quality of all of our products. You can trust the quality and safety of our furniture and materials, along with the peace of mind that our products are made to last. If for any reason, you are not satisfied with the quality and workmanship of our products, we will replace the item or refund the sale."

Record the Purchase Order Number here. Information is located on a label enclosed, and on the shipping carton. Place label and this sheet in an accessible place.

Model Number: **ELR-0629**

Purchase Order Number: \_\_\_\_\_